



DELAWARE STATE OFFICE PAPER RECYCLING INSTRUCTIONS

Infinity Recycling, Inc. will accept many paper grades for recycling, but most of these must be collected separately. We will provide containers with 3 separately labeled lids for white ledger paper, color ledger paper and newspapers/magazines. Here are the instructions:

BIN#1

WHITE LEDGER

YES

- UNCOATED WHITE PAPER
- STATIONARY
- LETTER HEAD
- PHOTO COPY
- COMPUTER PAPER

NO

- PHOTO COPY PAPER REAM WRAPPERS
- GUMMY ADDRESS LABELS
- TISSUES ▶ NAPKINS ▶ TOWELS
- CARBON PAPER ▶ PLASTIC
- TAPE ▶ ENVELOPE WINDOWS
- RUBBER BANDS ▶ GLOSSY PAPER
- THERMAL FAX PAPER ▶ BLUE PRINTS

- ▶The paper stock should be white, any color ink is ok.
- ▶Staples & paper clips are ok.
- ▶Post-it notes (any color) are ok.

BIN#2

COLOR LEDGER

YES

- UNCOATED COLOR PAPER
- BLUE PRINTS
- THERMAL FAX & RECEIPT
- ANY PAPER ENVELOPE
- PAPER REAM WRAPPERS
- FILE FOLDERS

NO

- TISSUES ▶ NAPKINS ▶ TOWELS
- CARBON PAPER ▶ PLASTIC
- TAPE
- RUBBER BANDS

BIN#3

NEWSPAPER & MAGAZINES

YES

- NEWSPAPER & INSERTS
- MAGAZINES
- CATALOGS
- OTHER GLOSSY PAGES
- PHONE BOOKS
- GLOSSY PAPER
- WRITING PAD BACKING

NO

- TISSUES ▶ NAPKINS ▶ TOWELS
- CARBON PAPER
- PLASTIC ▶ TAPE
- RUBBER BANDS
- BOOKS

▶We will recycle bound books and moderate amounts of flattened cardboard. ▶To recycle bound books, just

▶To recycle cardboard, break it down flat and either set a few boxes next to our containers or if there is enough, stuff them upright into an unbroken down box. We will pick up 2 to 3 boxes full at a time.

▶We will also recycle shredded paper. We will pick up 3 to 4 bags of shredded paper at a time for free, but there is a charge of \$.50 per bag after that, so please be efficient. The shredded paper should be in clear plastic bags and needs to be free of contamination, especially carbon paper—bags with contamination will be left behind for your disposal.

Please feel free to call us with any questions, suggestions or complaints:

800-475-5949 410-778-5949

Or email us at infinrecy@aol.com & be sure to include [DE PAPER] in the subject

